

LEGAL NOTICE
RFP N° 0634-240

Conference Logistics Planner

The State of Washington, Department of Social and Health Services (DSHS) intends to issue a Request for Proposal (RFP) to recruit the services of an experienced conference planner. The successful candidate shall ensure the planning, coordination and implementation of four (4) DSHS Division of Alcohol and Substance Abuse (DASA) statewide conferences during 2007.

The successful bidder shall have a Bachelors Degree in Business plus 5 years of demonstrated experience in the required field.

The RFP will be issued on or about October 6, 2006 and responses will be due on or about October 30, 2006.

This RFP will be available at the DSHS Procurements website at
<http://www1.dshs.wa.gov/msa/ccs>

Parties that are unable to access the website above, may request a hard copy by submitting their name, business name if applicable, address, e-mail, phone and fax number to:

Department of Social and Health Services
Central Contract Services
PO Box 45811
Olympia WA 98504-5811
Attn: Anita E. Ahumada RFP Coordinator
RE: RFP # 0634-240
You may fax your request to (360) 664-6184
Or E-mail it to DSHSCentralContracts@dshs.wa.gov